

MINUTES
Classification/Unit Team/Records/Reentry Staff Meeting
March 16, 2016

Present: Carolyn Graves, Richard Booher, Marc Stroede, Terry Chaput, Brian Pruitt, Christopher Dean, Rick Perkins, Rick Sauvain, Rob Ellegood, Heather Warhurst, Torrey Elder, Raymond Penner, Kim Harper, Amanda Weinhold, Natasha Bruning, Kyle Lorson, Tim Taylor, Carol Keller, Mark Radenberg, Kenneth Cole, and Becky Hawks

Absent: Jennifer Maxwell, Andrea Reed, Tanner Rippen, Candi McNeal, and Kathryn Cole

Implementation of IMPP 11-115A	Carolyn Graves
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Mrs. Graves commended the staff for the job they did on the implementation of IMPP 11-115A. Central Office reviewed overrides for sex offenders, made determination on sex offender management, and made appropriate changes to OMIS. The counselors then notified each offender of the changes and documented in TOADS. The visitation screens were updated by Natasha showing no minor visitation where appropriate. A short training was provided to the Entry Officers to review the changes to the visitation screens. The mailroom received a database with a list of inmates that cannot have images of minors. All incoming inmates will be screened and addressed. All seems to be running smoothly.

Security Audit	Carolyn Graves
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The security audit will be March 22-25. (UPDATE: It has now been rescheduled to September 2016). Carolyn asked that counselors make sure we are reviewing all areas affected by the upcoming audit to make sure we are in good standing.

HB2447	Carolyn Graves
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ECF has been informed by Central Office that the House Bill 2447 has a good opportunity of being passed. This would result in an additional 30 days program credit for a total of 120 day, and if passed, information will be forthcoming.

Annual Online Training	Carolyn Graves
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Mrs. Graves encouraged everyone to be working on their online training as the deadline was moved up to April 30, 2016.

Other Business	
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- Amanda has been receiving the electronic referrals. She is very appreciative of all of the help she has received. She also requested that counselors refer inmates that will be releasing to Western Kansas.

Next meeting will be scheduled at a later date in the Building #2 Conference Room.

Carolyn Graves

Carolyn Graves, Classification Administrator
Ellsworth Correctional Facility

CG:

cc: Warden/Deputy Warden
Unit Team
Classification Support Staff
Records

Posted to the public folder